



DEPARTMENT OF THE NAVY  
NAVAL FACILITIES ENGINEERING SYSTEMS COMMAND, MARIANAS  
PSC 455, BOX 195  
FPO AP 96540-2937

IN REPLY REFER TO:  
5720  
Ser 00/180  
November 21, 2022

Alexandra K. Helwig  
15601 Lawnes Creek Ct.  
Centraville, VA 20120

Dear Ms. Helwig:

SUBJECT: FREEDOM OF INFORMATION ACT (FOIA) REQUEST 23-001

This letter responds to your Freedom of Information Act (FOIA) request, dated October 19, 2022, in which you requested for a copy of the Statement of Work and Performance Work Statement for Contract No. N4019219F9831. On October 25, 2022, you confirmed your willingness to pay thirty-six dollars (\$36.00) for the processing of your FOIA request. We assigned file number 23-001 for local tracking purposes.

We have located 47 pages of responsive records. Upon review of these documents, we have determined that they contain instances of commercial or financial information exempt from disclosure under 5 U.S.C. § 552(b)(4). In addition, a single signature was redacted to safeguard Personally Identifiable Information.

The fees incurred to process your request amounts to thirty six dollars (\$36.00) for search and review. Please remit your payment online via <https://www.pay.gov>. We have enclosed the Pay.gov Customer Guide for your reference and guidance on paying the fee.

Because your request has been partially denied, you are advised of your right to appeal this determination, in writing, to Mr. Richard D. Zeigler at 1000 Navy Pentagon RM 4A532, Washington, D.C., 20350-1000. The appeal must be postmarked within ninety (90) calendar days from the date of this letter to be considered. A statement as to why your appeal should be granted should be included and the enclosed copy of this letter should be attached. Both the appeal and the envelope should bear the notation, "Freedom of Information Act Appeal."

Should you have any questions regarding the action this office took, you may contact the DoD Navy Component FOIA Public Liaison, Mr. Chris Julka, at (703) 697-0031 or via e-mail at [christopher.a.julka@navy.mil](mailto:christopher.a.julka@navy.mil).

Further questions concerning your FOIA request should be directed to Mr. Thomas Ngiratereged at (671) 333-2277 or via e-mail at [thomas.ngiratereged@fc.navy.mil](mailto:thomas.ngiratereged@fc.navy.mil).

Sincerely,

J. B. GATES  
Commander, Civil Engineer Corps, U.S. Navy  
By direction

Encl: (1) Contract No. N4019219F9831  
(2) Statement of Work – NAVFAC Marianas Information Technology Support Services  
(3) Pay.gov Customer Guide

<b>ORDER FOR SUPPLIES OR SERVICES</b>										PAGE 1 OF 35									
1 CONTRACT/PURCH ORDER/ AGREEMENT NO GS00Q17GWD2110			2 DELIVERY ORDER/ CALL NO N4019219F9831		3 DATE OF ORDER/ CALL (YYYYMMDD) 2019 Sep 09		4 REQ / PURCH REQUEST NO			5 PRIORITY  DO-C2									
6 ISSUED BY COMMANDING OFFICER - NAVFAC MARIANAS FEAD - SUPPLY PSC 455 BOX 195 FPO AP 96540-2937			CODE N40192		7 ADMINISTERED BY (if other than 6) NAVSUP FLC YOKOSUKA SASEBO OFFICE PSC 476 BOX 6 FPO AP 96322-0001			CODE N68246		8 DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER  (See Schedule if other)									
9 CONTRACTOR VSOLVIT LLC NAME PAYAL KAMDAR AND 4171 MARKET STREET SUITE 2 ADDRESS VENTURA CA 93003-8300			CODE 4L5L8		FACILITY		10 DELIVER TO FOB POINT BY (Date) (YYYYMMDD) <b>SEE SCHEDULE</b>			11 MARK IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input checked="" type="checkbox"/> WOMEN-OWNED									
							12 DISCOUNT TERMS Net 30 Days			13 MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15									
14 SHIP TO COMMANDING OFFICER LYANN NISHIHARA NAVAL FACILITIES ENGINEERING COMMAND MARIANAS PSC 455 BOX 195 FPO AP CA 96540-2937			CODE N40192		15 PAYMENT WILL BE MADE BY DFAS CLEVELAND PACIFIC ACCOUNTS PAYABLE PO BOX 998023 CLEVELAND OH 44199			CODE N68732		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; padding: 5px;">16 TYPE OF ORDER</td> <td style="width: 10%; padding: 5px;">DELIVERY/ CALL</td> <td style="width: 5%; padding: 5px;"><input checked="" type="checkbox"/></td> <td style="padding: 5px;">This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract</td> </tr> <tr> <td style="padding: 5px;"></td> <td style="padding: 5px;">PURCHASE</td> <td style="padding: 5px;"><input type="checkbox"/></td> <td style="padding: 5px;">Reference your quote dated Furnish the following on terms specified herein REF:</td> </tr> </table>												16 TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract		PURCHASE	<input type="checkbox"/>	Reference your quote dated Furnish the following on terms specified herein REF:
16 TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract																
	PURCHASE	<input type="checkbox"/>	Reference your quote dated Furnish the following on terms specified herein REF:																
ACCEPTANCE THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;">NAME OF CONTRACTOR</td> <td style="width: 30%; padding: 5px;">SIGNATURE</td> <td style="width: 30%; padding: 5px;">TYPED NAME AND TITLE</td> <td style="width: 10%; padding: 5px;">DATE SIGNED (YYYYMMDD)</td> </tr> <tr> <td colspan="4" style="padding: 5px;"><input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:</td> </tr> </table>												NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)	<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:			
NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)																
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:																			
17 ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE  <b>See Schedule</b>																			
18 ITEM NO		19 SCHEDULE OF SUPPLIES/ SERVICES				20 QUANTITY ORDERED/ ACCEPTED*		21 UNIT		22 UNIT PRICE		23 AMOUNT							
		<b>SEE SCHEDULE</b>																	
* If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.						24. UNITED STATES OF AMERICA TEL: 671-339-5120 EMAIL: Dante.Serneo@fe.navy.mil BY: DANTE P. SERNEO		Signature deleted. OMB M-06-15, "Safeguarding Personally Identifiable Information."		25 TOTAL		\$2,564,418.73 EST							
27a QUANTITY IN COLUMN 20 HAS BEEN						CONTRACTING / ORDERING OFFICER		26 DIFFERENCES											
<input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED																			
b SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE						c DATE (YYYYMMDD)		d PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE											
e MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE						28 SHIP NO		29 DO VOUCHER NO		30 INITIALS									
f TELEPHONE NUMBER						g E-MAIL ADDRESS		<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		32 PAID BY		33 AMOUNT VERIFIED CORRECT FOR							
36. I certify this account is correct and proper for payment.						31 PAYMENT				34 CHECK NUMBER									
a DATE (YYYYMMDD)		b SIGNATURE AND TITLE OF CERTIFYING OFFICER				<input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				35 BILL OF LADING NO									
37 RECEIVED AT		38 RECEIVED BY		39 DATE RECEIVED (YYYYMMDD)		40 TOTAL CONTAINERS		41 S/R ACCOUNT NO		Enclosure (1)									

## Section SF 30 - BLOCK 14 CONTINUATION PAGE

P00002 SUMMARY OF CHANGES

A.) The purpose of this modification is to:

1.) Exercise Option Period One:

CLIN	DESCRIPTION	FROM	CHANGE	TOTAL
0001	Base Period ('19 – '20)	\$613,200.00	\$0	\$613,200.00
0002	First Option Period ('20 – '21)	\$640,794.00	\$0	\$640,794.00
Total Estimated Cumulative Contract Amount:				\$1,253,994.00

2.) Incorporate funds in the amount of \$106,800.00.

B.) In accordance with contract clause FAR 52.217-9, Option to Extend the Term of the Contract (Mar 2000), the subject contract is hereby extended for an additional 365 calendar days effective 09 September 2020 to and including 08 September 2021 for the first option period.

C.) The total estimated second option period price is \$640,794.00.

D.) Funds for this contract will be obligated incrementally on this modification and future modifications. See clause 252.232-7007, Limitation of Government's Obligation.

E.) The expiration date of the contract is hereby changed to **08 September 2021**.

F.) Acceptance of this modification by the contractor constitutes an accord and satisfaction and represents payment in full for both time and money and for any and all costs, impact effect, and for delays and disruptions arising out of, or incidental to, the work as herein revised.

G.) All other terms and conditions remain unchanged.

MODIFICATION CODE: OPTP

P00005 SUMMARY OF CHANGES

A.) The purpose of this modification is to:

3.) Exercise Option Period Two:

CLIN	DESCRIPTION	FROM	CHANGE	TOTAL
0003	Second Option Period	\$640,794.00	\$0	\$669,629.73
Total Estimated Option Period Two Amount:				\$669,629.73

4.) Incorporate funds in the amount of **\$223,209.91**.

B.) In accordance with contract clause FAR 52.217-9, Option to Extend the Term of the Contract (Mar 2000), the subject contract is hereby extended for an additional 365 calendar days effective 09 September 2021 to and including 08 September 2022 for the second option period.

C.) The total estimated second option period price is \$669,629.73.

D.) Funds for this contract will be obligated on this modification.

E.) Funds for this contract will be obligated incrementally.

E.) The expiration date of the contract is hereby changed to **08 September 2022**.

F.) Acceptance of this modification by the contractor constitutes an accord and satisfaction and represents payment in full for both time and money and for any and all costs, impact effect, and for delays and disruptions arising out of, or incidental to, the work as herein revised.

G.) All other terms and conditions remain unchanged.

MODIFICATION CODE: OPTP

#### CLAUSES INCORPORATED BY FULL TEXT

##### 52.204-25 PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2020)

(a) Definitions. As used in this clause--

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (e.g., connecting cell phones/towers to the core telephone network). Backhaul can be wireless (e.g., microwave) or wired (e.g., fiber optic, coaxial cable, Ethernet).

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services means--

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);

(2) For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

(3) Telecommunications or video surveillance services provided by such entities or using such equipment; or

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau

of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Critical technology means--

(1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;

(2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled--

(i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or

(ii) For reasons relating to regional stability or surreptitious listening;

(3) Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities);

(4) Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material);

(5) Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or

(6) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (e.g., connection of a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Roaming means cellular communications services (e.g., voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

(b) Prohibition.

(1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the Government any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104.

(2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract, or extending or renewing a contract, with an entity that uses any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104. This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract.

(c) Exceptions. This clause does not prohibit contractors from providing--

(1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(d) Reporting requirement.

(1) In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the Contracting Officer, unless elsewhere in this contract are established procedures for reporting the information; in the case of the Department of Defense, the Contractor shall report to the website at <https://dibnet.dod.mil>. For indefinite delivery contracts, the Contractor shall report to the Contracting Officer for the indefinite delivery contract and the Contracting Officer(s) for any affected order or, in the case of the Department of Defense, identify both the indefinite delivery contract and any affected orders in the report provided at <https://dibnet.dod.mil>.

(2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause:

(i) Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

(ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(e) Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph (e) and excluding paragraph (b)(2), in all subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial items.

(End of clause)

#### 52.232-19 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1984)

Funds are not presently available for performance under this contract beyond 08 January 2022. The Government's

obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond 08 January 2022, until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

(End of clause)

## 252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (DEC 2018)

(a) Definitions. As used in this clause—

“Department of Defense Activity Address Code (DoDAAC)” is a six position code that uniquely identifies a unit, activity, or organization.

“Document type” means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

“Local processing office (LPO)” is the office responsible for payment certification when payment certification is done external to the entitlement system.

“Payment request” and “receiving report” are defined in the clause at 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(b) Electronic invoicing. The WAWF system provides the method to electronically process vendor payment requests and receiving reports, as authorized by Defense Federal Acquisition Regulation Supplement (DFARS) 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.sam.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor shall use the following information when submitting payment requests and receiving reports in WAWF for this contract or task or delivery order:

(1) Document type. The Contractor shall submit payment requests using the following document type(s):

(i) For cost-type line items, including labor-hour or time-and-materials, submit a cost voucher.

(ii) For fixed price line items—

(A) That require shipment of a deliverable, submit the invoice and receiving report specified by the Contracting Officer.

---

(Contracting Officer: Insert applicable invoice and receiving report document type(s) for fixed price line items that require shipment of a deliverable.)

(B) For services that do not require shipment of a deliverable, submit either the Invoice 2in1, which meets the requirements for the invoice and receiving report, or the applicable invoice and receiving report, as specified by the Contracting Officer.

### **Invoice 2in1**

(Contracting Officer: Insert either “Invoice 2in1” or the applicable invoice and receiving report document type(s) for fixed price line items for services.)

(iii) For customary progress payments based on costs incurred, submit a progress payment request.

(iv) For performance based payments, submit a performance based payment request.

(v) For commercial item financing, submit a commercial item financing request.

(2) Fast Pay requests are only permitted when Federal Acquisition Regulation (FAR) 52.213-1 is included in the contract.

[Note: The Contractor may use a WAWF “combo” document type to create some combinations of invoice and receiving report in one step.]

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table\*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	N68732
Issue By DoDAAC	N40192/NBGSUP
Admin DoDAAC**	N40192/NBGSUP
Inspect By DoDAAC	N40192/NBGSUP
Ship To Code	N/A
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	N40192/NBGSUP
Service Acceptor (DoDAAC)	N40192/NBGSUP
Accept at Other DoDAAC	N/A
LPO DoDAAC	N40192/NBGSUP
DCAA Auditor DoDAAC	N/A
Other DoDAAC(s)	N/A



(\*\*Contracting Officer: If the contract provides for progress payments or performance-based payments, insert the DoDAAC for the contract administration office assigned the functions under FAR 42.302(a)(13).)

(4) Payment request. The Contractor shall ensure a payment request includes documentation appropriate to the type of payment request in accordance with the payment clause, contract financing clause, or Federal Acquisition Regulation 52.216-7, Allowable Cost and Payment, as applicable.

(5) Receiving report. The Contractor shall ensure a receiving report meets the requirements of DFARS Appendix F.

(g) WAWF point of contact.

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

**faith.blakeslee@fe.navy mil**

**Hannah.Pangelinan@fe navy mil**

**Jeno.Aguon@fe navy mil**

**christopher.santos@fe navy mil**

(2) Contact the WAWF helpdesk at 866-618-5988, if assistance is needed.

(End of clause)

252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (APR 2014)

(a) Contract line item **0002** is incrementally funded. For this/these item(s), the sum of \$--- 106,800.00 of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be

reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause, or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT".

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraph (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "DEFAULT." The provisions of this clause are limited to work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) or (e) of this clause.

(h) Nothing in this clause affects the right of the Government to this contract pursuant to the clause of this contract entitled "TERMINATION FOR CONVENIENCE OF THE GOVERNMENT."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of modification	\$ 106,800.00
15-Oct-20	\$ 53,399.50
15-Nov-20	\$ 53,399.50
15-Dec-20	\$ 53,399.50
15-Jan-21	\$ 53,399.50
15-Feb-21	\$ 53,399.50
15-Mar-21	\$ 53,399.50
15-Apr-21	\$ 53,399.50
15-May-21	\$ 53,399.50
15-Jun-21	\$ 53,399.00
15-Jul-21	\$ 53,399.00

Total	\$ 640,794.00
-------	---------------

(End of clause)

#### 252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (APR 2014)

(a) Contract line item(s) 0003 is/are incrementally funded. For this/these item(s), the sum of \$---- 223,209.91 of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause, or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT".

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraph (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "DEFAULT." The provisions of this clause are limited to work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) or (e) of this clause.

(h) Nothing in this clause affects the right of the Government to this contract pursuant to the clause of this contract entitled "TERMINATION FOR CONVENIENCE OF THE GOVERNMENT."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

a. On execution of contract: \$ 223,209.91

b. January 09, 2022: \$446,419.82

(End of clause)

#### EXHIBIT B

<b>EXHIBIT LINE ITEM NUMBERS</b> <b>CONTRACT NO.GS00Q17GWD2110</b> <b>TASK ORDER: N4019219F9831</b> <b>EXHIBIT B - CLIN 0002</b>							
CLIN 0002 Option Period One: 09 Sep 2020 to 08 Sep 2021							
ELIN	Position Description	Qty	Hours	Unit	Unit Price	Fee Adjustment	Extended Total
B001	Junior Systems Security Engineer	(b) (4)					\$ 286,236.27
B002	Information Systems Security Officer						\$ 321,346.67
B003	Project Manager						\$ 23,439.71
B004	Overtime Hours: Information Only	1	Info Only				
B005	Other Direct Costs (ODCs)			NTE			\$ 5,000.00
	CAF (0.75%)						\$ 4,771.00
	<b>Estimated First Option Grand Total:</b>						<b>\$ 640,794.00</b>

#### EXHIBIT C

<b>EXHIBIT LINE ITEM NUMBERS</b> <b>CONTRACT NO.GS00Q17GWD2110</b> <b>TASK ORDER: N4019219F9831</b> <b>EXHIBIT C - CLIN 0003</b>							
CLIN 0003 Option Period One: 09 Sep 2021 to 08 Sep 2022							
ELIN	Position Description	Qty	Hours	Unit	Unit Price	Fee Adjustment	Extended Total
C001	Junior Systems Security Engineer	(b) (4)					\$ 299,261.03
C002	Information Systems Security Officer						\$ 335,869.03
C003	Project Manager						\$ 24,513.83
C004	Overtime Hours: Information Only	1	Info Only				
C005	Other Direct Costs (ODCs)			NTE			\$ 5,000.00
	CAF (0.75%)						\$ 4,984.84
	<b>Estimated Second Option Total:</b>						<b>\$ 669,629.73</b>

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101	FUND ACRN AA FFP Funding Doc. No. CNIC191804-52FM Customer ACRN: MILSTRIP: CNIC191804-52FM				\$0.00
				NET AMT	\$0.00
	ACRN AA CIN: 00000000000000000000000000000000				\$613,200.00

N4019219F9831

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		1	Each	\$1,281,589.00	\$1,281,589.00 EST
EXERCISED OPTION	IT Support Svcs: Option Period One FFP 8(a) STARS II Task Order For NAVFAC Marianas (NFM) CIO. In accordance with the STATEMENT OF WORK (SOW). See Exhibit B for Price Breakdown. FOB: Destination PSC CD: R410				

NET AMT	\$1,281,589.00 (EST.)
---------	-----------------------

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000201	FUND ACRN AB FFP Funding Doc. No. N4019220PR148N7 Customer ACRN: AA MILSTRIP: N4019220PR148N7				\$0.00

NET AMT	\$0.00
---------	--------

ACRN AB	\$106,800.00
CIN: 00000000000000000000000000000000	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000202	FUND ACRN AC FFP Funding Doc. No. N4019221PR002N7 Customer ACRN: AA MILSTRIP: N4019221PR002N7				\$0.00

NET AMT	\$0.00
---------	--------

ACRN AC	\$533,995.00
CIN: 00000000000000000000000000000000	

N4019219F9831

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		1	Each	\$669,629.73	\$669,629.73 EST
EXERCISED OPTION	IT Support Svcs: Option Period Two FFP 8(a) STARS II Task Order For NAVFAC Marianas (NFM) CIO. In accordance with the STATEMENT OF WORK (SOW). See Exhibit C for Price Breakdown. FOB: Destination PSC CD: R410				

NET AMT \$669,629.73 (EST.)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000301					\$0.00
	FUND ACRN AC				
	FFP				
	Funding Doc. No. N4019221PR01VN7 Customer ACRN: AA				
	MILSTRIP: N4019221PR01VN7				

NET AMT	\$0.00
---------	--------

ACRN AC	\$223,209.91
CIN: 00000000000000000000000000000000	



N4019219F9831

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000302	FUND ACRN AD FFP Funding Doc. No. N4019222PR00CN7 Customer ACRN: AA MILSTRIP: N4019222PR00CN7				\$0.00
NET AMT					\$0.00
ACRN AD CIN: 00000000000000000000000000000000					\$446,419.82

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0004 OPTION	IT Support Svcs: Option Period Three FFP 8(a) STARS II Task Order For NAVFAC Marianas (NFM) CIO. In accordance with the STATEMENT OF WORK (SOW). See Exhibit D for Price Breakdown. FOB: Destination PSC CD: R410	1	Each	\$699,763.07	\$699,763.07 EST
NET AMT					\$699,763.07 (EST.)

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	Government
000101	N/A	N/A	N/A	N/A
0002	Destination	Government	N/A	Government
000201	N/A	N/A	N/A	N/A
000202	N/A	N/A	N/A	N/A
0003	N/A	N/A	N/A	Government
000301	N/A	N/A	N/A	N/A
000302	N/A	N/A	N/A	N/A
0004	N/A	N/A	N/A	Government

## Section F - Deliveries or Performance

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	DODAAC / CAGE
0001	POP 09-SEP-2019 TO 08-SEP-2020	N/A	COMMANDING OFFICER LYANN NISHIHIRA NAVAL FACILITIES ENGINEERING COMMAND MARIANAS PSC 455 BOX 195 FPO AP CA 96540-2937 671-349-2055 FOB: Destination	N40192
000101	N/A	N/A	N/A	N/A
0002	POP 09-SEP-2020 TO 08-SEP-2021	N/A	COMMANDING OFFICER LYANN NISHIHIRA NAVAL FACILITIES ENGINEERING COMMAND MARIANAS PSC 455 BOX 195 FPO AP CA 96540-2937 671-349-2055 FOB: Destination	N40192
000201	N/A	N/A	N/A	N/A
000202	N/A	N/A	N/A	N/A
0003	POP 09-SEP-2021 TO 08-SEP-2022	N/A	COMMANDING OFFICER LYANN NISHIHIRA NAVAL FACILITIES ENGINEERING COMMAND MARIANAS PSC 455 BOX 195 FPO AP CA 96540-2937 671-349-2055 FOB: Destination	N40192
000301	N/A	N/A	N/A	N/A
000302	N/A	N/A	N/A	N/A
0004	POP 09-SEP-2022 TO 08-SEP-2023	N/A	COMMANDING OFFICER LYANN NISHIHIRA NAVAL FACILITIES ENGINEERING COMMAND MARIANAS PSC 455 BOX 195 FPO AP CA 96540-2937 671-349-2055 FOB: Destination	N40192

N4019219F9831

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 1791804 52FM 251 62742 Q 068732 2D 826562  
COST CODE: AA19F98310Q0  
AMOUNT: \$613,200.00

AB: 1701804 52FM 251 25PPS 056521 2D STB3CH  
COST CODE: 19220PR148N7  
AMOUNT: \$106,800.00

AC: 1711804 52FA 251 25PPS 056521 2D STB3CH  
COST CODE: 19221PR002N7  
AMOUNT: \$757,204.91

AD: 1721804 52FA 251 25PPS 056521 2D STB3CH  
COST CODE: 19222PR00CN7  
AMOUNT: \$446,419.82

ACRN	CLIN/SLIN	CIN	AMOUNT
AA	000101	00000000000000000000000000000000	\$613,200.00
AB	000201	00000000000000000000000000000000	\$106,800.00
AC	000202	00000000000000000000000000000000	\$533,995.00
	000301	00000000000000000000000000000000	\$223,209.91
AD	000302	00000000000000000000000000000000	\$446,419.82

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.232-33	Payment by Electronic Funds Transfer--System for Award Management	OCT 2018
252.203-7000	Requirements Relating to Compensation of Former DoD Officials	SEP 2011
252.203-7005	Representation Relating to Compensation of Former DoD Officials	NOV 2011
252.232-7003	Electronic Submission of Payment Requests and Receiving Reports	DEC 2018
252.232-7010	Levies on Contract Payments	DEC 2006
252.247-7023	Transportation of Supplies by Sea	FEB 2019

CLAUSES INCORPORATED BY FULL TEXT

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

**FAR Clauses** <http://acquisition.gov/comp/far/>  
**DFARS Clauses** <http://www.acq.osd mil/dpap/dars/drars/>

(End of clause)

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (DEC 2018)

(a) Definitions. As used in this clause—

“Department of Defense Activity Address Code (DoDAAC)” is a six position code that uniquely identifies a unit, activity, or organization.

“Document type” means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

“Local processing office (LPO)” is the office responsible for payment certification when payment certification is done external to the entitlement system.

“Payment request” and “receiving report” are defined in the clause at 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(b) Electronic invoicing. The WAWF system provides the method to electronically process vendor payment requests and receiving reports, as authorized by Defense Federal Acquisition Regulation Supplement (DFARS) 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall—

- (1) Have a designated electronic business point of contact in the System for Award Management at <https://www.sam.gov>; and
- (2) Be registered to use WAWF at <https://wawf.eb mil/> following the step-by-step procedures for self-registration available at this web site.
- (d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb mil/>.
- (e) WAWF methods of document submission. Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.
- (f) WAWF payment instructions. The Contractor shall use the following information when submitting payment requests and receiving reports in WAWF for this contract or task or delivery order:
- (1) Document type. The Contractor shall submit payment requests using the following document type(s):
- (i) For cost-type line items, including labor-hour or time-and-materials, submit a cost voucher.
- (ii) For fixed price line items—
- (A) That require shipment of a deliverable, submit the invoice and receiving report specified by the Contracting Officer.

N/A

(B) For services that do not require shipment of a deliverable, submit either the **Invoice 2in1**, which meets the requirements for the invoice and receiving report, or the applicable invoice and receiving report, as specified by the Contracting Officer.

2in1

- (iii) For customary progress payments based on costs incurred, submit a progress payment request.
- (iv) For performance based payments, submit a performance based payment request.
- (v) For commercial item financing, submit a commercial item financing request.
- (2) Fast Pay requests are only permitted when Federal Acquisition Regulation (FAR) 52.213-1 is included in the contract.

[Note: The Contractor may use a WAWF “combo” document type to create some combinations of invoice and receiving report in one step.]

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table\*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
---------------------------	-----------------------------------

Pay Official DoDAAC	N68732
Issue By DoDAAC	N40192
Admin DoDAAC**	N40192
Inspect By DoDAAC	N40192
Ship To Code	N/A
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	N40192
Service Acceptor (DoDAAC)	N40192
Accept at Other DoDAAC	N/A
LPO DoDAAC	N40192
DCAA Auditor DoDAAC	N/A
Other DoDAAC(s)	N/A

(\*\*Contracting Officer: If the contract provides for progress payments or performance-based payments, insert the DoDAAC for the contract administration office assigned the functions under FAR 42.302(a)(13).)

(4) Payment request. The Contractor shall ensure a payment request includes documentation appropriate to the type of payment request in accordance with the payment clause, contract financing clause, or Federal Acquisition Regulation 52.216-7, Allowable Cost and Payment, as applicable.

(5) Receiving report. The Contractor shall ensure a receiving report meets the requirements of DFARS Appendix F.

(g) WAWF point of contact.

(6) WAWF email notifications. The Contractor shall enter the email address identified below in the “Send

Additional Email Notifications” field of WAWF once a document is submitted in the system.

**faith.muna@fe navy.mil**

**Hannah.Pangelinan@fe navy mil**

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity’s WAWF point of contact.

**Christopher Santos; email: christopher.santos@fe navy mil**

(2) Contact the WAWF helpdesk at 866-618-5988, if assistance is needed.

(End of clause)

ECMRA

5237.102-90 Enterprise-wide Contractor Manpower Reporting Application (ECMRA)

The contractor shall report contractor labor hours (including subcontractor labor hours) required for performance of required services provided under this contract for the CUSTOMER and Tenants via a secure data collection site. Contracted services excluded from reporting are based on Product Service Codes (PSCs). The excluded PSCs are:

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;
- (3) Y, Construction of Structures and Facilities;
- (4) S, Utilities ONLY;
- (5) V, Freight and Shipping ONLY.

The contractor is required to completely fill in all required data fields using the following web address  
**<https://doncmra.nmci.navy.mil>.**

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at **<https://doncmra.nmci.navy.mil>**.

**[https://www.acquisition.gov/sites/default/files/current/far/html/52\\_301Matrix.html](https://www.acquisition.gov/sites/default/files/current/far/html/52_301Matrix.html)**



## Section J - List of Documents, Exhibits and Other Attachments

EXHIBITS

<b>EXHIBIT LINE ITEM NUMBERS</b> <b>CONTRACT NO.GS00Q17GWD2110</b> <b>TASK ORDER: N4019219F9831</b> <b>EXHIBIT A - CLIN 0001</b>						
CLIN 0001 Base Period: 09 Sep 2019 to 08 Sep 2020						
ELIN	Position Description	Qty	Hours	Unit	Unit Price	Extended Total
A001	Junior Systems Security Engineer	(b) (4)				\$ 273,853.00
A002	Information Systems Security Officer					\$ 307,341.00
A003	Project Manager					\$ 22,442.00
A004	Overtime Hours: Information Only					*Info only
A005	Other Direct Costs (ODCs)			NTE		\$5,000.00 (Not to Exceed)
	CAF (0.75%)					\$ 4,564.00
	<b>Base Year Total:</b>					<b>\$ 613,200.00</b>

<b>EXHIBIT LINE ITEM NUMBERS</b> <b>CONTRACT NO.GS00Q17GWD2110</b> <b>TASK ORDER: N4019219F9831</b> <b>EXHIBIT B - CLIN 0002</b>							
CLIN 0002 Option Period One: 09 Sep 2020 to 08 Sep 2021							
ELIN	Position Description	Qty	Hours	Unit	Unit Price	Fee Adjustment	Extended Total
B001	Junior Systems Security Engineer	(b) (4)					\$ 286,236.27
B002	Information Systems Security Officer						\$ 321,346.67
B003	Project Manager						\$ 23,439.71
B004	Overtime Hours: Information Only	1	*Info Only				
B005	Other Direct Costs (ODCs)			NTE			\$ 5,000.00 (NTE)
	CAF (0.75%)						\$ 4,771.00
	<b>Est. First Option Grand Total:</b>						<b>\$ 640,794.00</b>

<b>EXHIBIT LINE ITEM NUMBERS</b> <b>CONTRACT NO.GS00Q17GWD2110</b> <b>TASK ORDER: N4019219F9831</b> <b>EXHIBIT C - CLIN 0003</b>							
CLIN 0003: Option Period Two: 09 Sep 2021 to 08 Sep 2022							
ELIN	Position Description	Qty	Hours	Unit	Unit Price	Fee Adjustment	Extended Total
C001	Junior Systems Security Engineer	(b) (4)					\$ 299,261.03
C002	Information Systems Security Officer						\$ 335,869.03
C003	Project Manager						\$ 24,513.83
C004	Overtime Hours: Information Only	1					*Info Only
C005	Other Direct Costs (ODCs)			NTE			\$ 5,000.00 (NTE)
	CAF (0.75%)						\$ 4,984.84
	<b>Est. Second Option Grand Total:</b>						<b>\$ 669,629.73</b>

<b>EXHIBIT LINE ITEM NUMBERS</b> <b>CONTRACT NO.GS00Q17GWD2110</b> <b>TASK ORDER: N4019219F9831</b> <b>EXHIBIT D - CLIN 0004</b>							
CLIN 0004: Option Period Three: 09 Sep 2022 to 08 Sep 2023							
ELIN	Position Description	Qty	Hours	Unit	Unit Price	Fee Adjustment	Extended Total
D001	Junior Systems Security Engineer	(b) (4)					\$ 312,784.43
D002	Information Systems Security Officer						\$ 351,139.62
D003	Project Manager						\$ 25,631.06
D004	Overtime Hours: Information Only	1					* Info Only
D005	Other Direct Costs (ODCs)			NTE			\$ 5,000.00 (NTE)
	CAF (0.75%)						\$ 5,209.00
	<b>Est. Final Option Grand Total:</b>						<b>\$ 699,763.07</b>

SOW

**STATEMENT OF WORK (SOW)**  
**NAVAL FACILITIES ENGINEERING COMMAND (NAVFAC) MARIANAS**  
**INFORMATION TECHNOLOGY SUPPORT SERVICES**

**I. GENERAL**

**A. Organization to be supported:**

Commanding Officer  
Naval Facilities Engineering Command Marianas  
PSC 455, Box 195  
FPO AP 96540-2937

**B. Scope**

The scope of this requisition is to provide Information Technology (IT) support services to the Naval Facilities Engineering Command (NAVFAC) Marianas Command Information Office (CIO), for ensuring the confidentiality, integrity, and availability of systems, networks, and data through the planning, assessment, analysis, development, implementation, documentation, maintenance, and enhancement of information systems security programs, policies, procedures, and tools.

The Contractor shall be responsible for complying with all applicable Federal Acquisition Regulations (FAR) and the Defense Federal Acquisition Regulation Supplement (DFARS).

Personnel working under the provisions of this contract are considered "Emergency Essential" and/or "Mission Essential". During emergency conditions or expanded mission conditions personnel under this contract will have unfettered access to all military installations and facilities to perform required maintenance actions.

**C. Contractor Personnel Security Requirements**

1. All personnel performing on this contract will be U.S. citizens. Contractor personnel working on the Federally-controlled facility are required to have, at a minimum, an initiated National Agency check with Law and Credit (NACLC=T3) or NACLC equivalent and favorable completion of a Federal Bureau of Investigation (FBI) fingerprint check.
2. In accordance with Department of Defense (DoD) Regulation 5200.2-R, Personnel Security Programs, all DoD Contractor personnel who have access to Federally-controlled information systems must be assigned to positions which are designated at one of three information technology (IT) levels, each requiring a certain level of investigation and clearance, as follows:
  - a. Critical Sensitive=IT-I for an IT position requiring a single scope background investigation (SSBI=T5) or SSBI equivalent. This designation encompasses privileged user accounts for networks and systems encompassed under this PWS, often referred to as "administrator" or "sys admin" accounts;
  - b. Non-Critical Sensitive =IT-II for an IT position requiring a National Agency check with Law and Credit (NACLC=T3) or NACLC equivalent; and
  - c. Non Sensitive=IT-III for an IT position requiring a T1 or equivalent.

**Note:** ALNAV 005/16 implemented the tiered investigation system renaming NACI to T1, NACLC to T3, and SSBI to T5.

3. Previously completed security investigations may be accepted by the Government in lieu of new investigations if determined by the Supported Command's Personnel Security Office to be essentially equivalent in scope to the contract requirements. The length of time elapsed since the previous investigation will also be considered in determining whether a new investigation is warranted, as outlined in SECNAV M-5510.30, Exhibit 5A. To assist the Government in making this determination, the Contractor must provide the following information to the respective Personnel Security Office immediately upon receipt of the contract. This information must be provided for each Contractor employee who will perform work on a Federally-controlled facility and/or will require access to Federally-controlled information systems:
  - a. Full name, with middle name, as applicable, with social security number;
  - b. Citizenship status with date and place of birth;
  - c. Proof of the individual's favorably adjudicated background investigation for Non-Critical Sensitive position, NACLC/T3 or NACLC equivalent, consisting of identification of the type of investigation performed, date of the favorable adjudication, name of the agency that made the favorable adjudication, and name of the agency that performed the investigation;
  - d. Company name, address, phone and fax numbers with email address;

- e. Location of on-site workstation or phone number if off-site (if known by the time of award); and
  - f. Delivery order or contract number and expiration date; and name of the Contracting Officer.
- 4. The Contracting Officer will ensure that the Contractor is notified as soon as a determination is made by the assigned or cognizant Supported Command's Personnel Security Office regarding acceptance of the previous investigation and clearance level.
  - a. If a new investigation is deemed necessary, the Contractor and Contracting Officer will be notified by the Supported Command's Personnel Security Office after appropriate checks in DoD databases have been made.
  - b. If the Contractor employee requires access to classified information and currently does not have the appropriate clearance level and/or an active security clearance, the Personnel Security Office will relay this information to the Contractor and Contracting Officer for further action. Investigations for Contractor employees requiring access to classified information must be initiated by the Contractor Facility Security Officer (FSO).
  - c. It is the Contractor's responsibility to ensure that adequate information is provided and that each Contractor employee completes the appropriate paperwork, as required either by the Contracting Officer or the Personnel Security Office, in order to begin the investigation process for the required clearance level.
- 5. The Contractor is responsible for ensuring that each Contractor employee assigned to the position has the appropriate security clearance level.
- 6. The Contractor shall submit each request for IT access and investigation through the Contracting Officer to the assigned or cognizant Supported Command's Personnel Security Office. Requests shall include the following information and/or documentation:
  - a. Standard Form (SF) 85, Questionnaire for Non-Sensitive Positions, or the SF86, Questionnaire for National Security Positions (see note below);
  - b. Proof of citizenship (i.e., an original or a certified copy of a birth certificate, passport, or naturalization certificate); and
  - c. Form FD-258, Fingerprint Card

**Note:** to (12.2.6) (a) above: An investigation request is facilitated through use of the SF 85 or the SF 86. These forms with instructions as well as the Optional Form (OF) 306, Declaration for Federal Employment, which is required with submission of the SF85 or SF 86, are available at the Office of Personnel Management's (OPM) system called Electronic –Questionnaires for Investigations Processing (e-QIP). Hard copies of the SF85 and SF86 are available at OPM's web-site, <http://www.opm.gov>, but hard copies of the forms are not accepted.)

- 7. Required documentation, listed above in paragraphs (6) (a) through (c), must be provided by the Contractor as directed by the Contracting Officer to the cognizant Supported Command's Personnel Security Office at the time of fingerprinting or prior to the Personnel Security Office releasing the investigation to OPM.
- 8. Upon completion of the T3, or other sufficient, appropriate investigation, the results of the investigation will be forwarded by OPM to the appropriate adjudication facility for eligibility determination or the Supported Command's Personnel Security Office for review and determination regarding the applicant's suitability to occupy an unescorted entry position in performance of the contract. Contractor personnel shall not commence work on this effort until the investigation has been favorably adjudicated or the Contractor employee has been waived into the position pending completion of adjudication. The Personnel Security Office will ensure that results of investigations will be sent by OPM to the Department of Defense, Consolidated Adjudications Facility (DoD CAF) or Personnel Security Office.
- 9. A waiver for IT level positions to allow assignment of an individual Contractor employee to commence work prior to completion of the investigation may be granted in emergency situations when

it is determined that a delay would be harmful to national security. A request for waiver will be considered only after the Government is in receipt of the individual Contractor employee's completed forms, the background investigation has been initiated and favorable FBI fingerprint check has been conducted. The request for a waiver must be approved at the Flag/SES level. The cognizant Personnel Security Office reserves the right to determine whether a waiver request will be forwarded for processing. The individual Contractor employee for which the waiver is being requested may not be assigned to a position or physically work at the Federally-controlled facility and/or be granted access to Federally-controlled information systems, until the waiver has been approved.

10. The requirements of this clause apply to the prime Contractor and any subcontractors the prime Contractor may employ during the course of this contract, as well as any temporary employees that may be hired by the Contractor. The Government retains the right to request removal of Contractor personnel, regardless of prior clearance or adjudication status whose actions, while assigned to this contract, are determined by the Contracting Officer to conflict with the interests of the Government. If such removal occurs, the Contractor shall assign qualified personnel, with the required investigation, to any vacancy.
11. All Contractor personnel who are granted access to Government and/or Federally-controlled information systems shall observe all local automated information system (AIS) security policies and procedures. Violations of local AIS security policy, such as password sharing, performing personal work, file access violations, or browsing files outside the scope of the contract, will result in removal of the Contractor employee from Government property and referral to the Contractor for appropriate disciplinary action. Actions taken by the Contractor in response to a violation will be evaluated and will be reflected in the Contractor's performance assessment for use in making future source selection decisions. In addition, based on the nature and extent of any violations of AIS security policy, the Government will consider whether it needs to pursue any other actions under the contract such as a possible termination.
  - a. The Contractor may also be required to obtain a Common Access Card (CAC) or Installation Access Badge for each Contractor employee in accordance with procedures established by the Supported Command. When a CAC is required, the Contracting Officer will ensure that the Contractor follows the requirements of Homeland Security Presidential Directive 12 and any other CAC-related requirements in the contract. The Contractor shall provide, on a monthly basis, a listing of all personnel working under the contract that have CACs.
12. Contractor personnel must additionally receive operations security (OPSEC) and information security (INFOSEC) awareness training. The Supported Command's annual OPSEC refresher training and annual INFOSEC training will satisfy these requirements and are available through the Supported Command's Security Office.
13. When a contractor employee who has been granted a clearance is removed from the contract, the Contractor shall provide an appropriately trained substitute who has met or will meet the investigative requirements of this clause. The substitute may not begin work on the contract without written documentation, signed by the Contracting Officer, stating that the new Contractor employee has met one of the criteria set forth in paragraphs (c), (d), or (i) of this clause, (i.e., acceptance of a previously completed security investigation, satisfactory completion of a new investigation, or a waiver allowing work to begin pending completion of an investigation). Contractor individual employees removed from this contract as a result of a violation of local AIS security policy are removed for the duration of the contract.
14. The following shall be completed for every employee of the Government Contractor working on this contract upon contract expiration. Additionally, the Contractor shall notify the contracting officer immediately in writing whenever a Contractor employee working on this contract resigns, is reassigned, is terminated or no longer requires admittance to the Federally-controlled facility or access to Federally-controlled information systems. When the Contractor employee departs, the Contractor will relay departure information to the cognizant Supported Command's Personnel Security Office and the Trusted Agent (TA) that entered the individual into the Trusted Associated Sponsorship

System (TASS), so appropriate databases can be updated. The Contractor will ensure each departed employee has completed the Supported Command's Out-Processing Checklist, when applicable, for the necessary security briefing, has returned any Government-furnished equipment, returned the DoD CAC and any location-specific badge, returned any DoD or DON vehicle decal, and requested deletion of local area network account with a prepared Department of Defense (DD) Form 2875. The Contractor will be responsible for any costs involved for failure to complete the out-processing, including recovery of Government property and investigation involved.

15. These Contractor security requirements do not excuse the Contractor from meeting the delivery schedule/performance requirements set forth in the contract, or waive the delivery schedule/performance requirements in any way. The Contractor shall meet the required delivery schedule/performance requirements unless the contracting officer grants a waiver or extension.
16. The Contractor shall not bill for personnel, who are not working on the contract while that Contractor employee's clearance investigation is pending.

**Note:** Supported Commands within the Marianas Region's Area of Responsibility (AOR) will prepare and submit a DD Form 254. Contractor personnel shall be required to wear a Contractor identification badge and a government supplied badge and/or common access card (CAC) at all times while on government property. Contractor personnel shall complete all required annual Government training regarding Information Assurance and both physical and network security.

## II. PROJECT BACKGROUND AND OBJECTIVE

### A. Background

The Naval Facilities Engineering Command (NAVFAC) CIO, Joint Region Marianas (JRM) CIO (J6), and Naval Computer and Telecommunications Station (NCTS), located on Guam, are responsible for providing all Information Technology (IT) services encompassing all elements of its Supported Command to include subordinate elements within the Marianas Region's Area of Responsibility (AOR). With the advent of Joint Basing in Oct. 1, 2009, the responsibilities of these Supported Command's IT offices were expanded to include CIO related Base Operating Systems (BOS) located at Andersen Air Force Base, and the addition of US Marine Corps and US Army elements. To cover these additional requirements, this contract is expected to obtain the necessary IT support for the Supported Command's as they develop over time within the Marianas Region's AOR.

### B. Objective

The overall objective of this SOW is to obtain Information Technology (IT) services to support Government owned networks and systems within the Marianas Region's AOR and provide them with Cybersecurity support as needed. The Contractor will be expected to work in an integrated IT support environment that includes Government Military technicians and Government Civil Service technicians and specialists. This integrated environment is not meant to subvert the Contractor-Government relationship, but will require a great deal of communication via verbal and logbook entries to ensure all support personnel are fully informed of the current status of the applicable systems, networks, and devices. All changes to the network or systems in any form will be adequately documented by all IT support personnel regardless of the nature of their employment.

## III. TECHNICAL REQUIREMENTS

### A. Security Compliance and Risk Mitigation Support

Provide support for facility control systems cybersecurity assessment and analysis, generating scorecards, inventories, develop POA&Ms, and other artifacts as required by the ISSM/ISSO or authorized representative. Perform ACAS, STIG and SRG compliance, and other scans on systems when authorized and directed to. Develop and maintain logs tracking facility systems status, POA&M execution, POCs, and other pertinent information related to securing the systems tracked. Provide support services for enclaves and systems to achieve an Authorization to Operate (ATO) and an Authorization to Connect (ATC) and maintain an appropriate IA posture. The contractor must have experience in utilizing Mission Assurance Support Service (eMASS), VRAM, or similar systems

repositories for IA purposes. The contractor must also have experience in assessing and mitigating technical security and operational risks specific to industrial control system enclaves and technologies.

- Providing maintenance of a system's cybersecurity solutions
- Identifying system type (IS, PIT, IT product, IT service) and any special considerations including multi-service/agency, joint, cross domain, Privacy Impact Information (PII), Protected Health Information (PHI), tactical, space, etc., to support RMF Step 1 System categorization
- Identifying mission criticality
- Identifying the security control baseline set and any applicable overlays and tailoring
- Assisting with development, maintenance, and tracking of the Security Plan
- Assisting with the security control implementation and testing efforts
- Assessing with initiating the Risk Assessment Report (RAR)
- Assisting with any security testing required as part of A&A or annual reviews
- Assisting in the mitigation and closure of open vulnerabilities under the system's change control process
- Conducting cybersecurity testing to assess security controls; recording security control compliance status during the continuous monitoring phase of the lifecycle

#### **B. Support for the Cybersecurity Program**

Work under the NAVFAC Marianas Command's Information Systems Security Manager (ISSM), with Information Systems Security Officers (ISSOs), and other staff within the Marianas Region's AOR in the performance of cybersecurity assessments and analysis for Facility Related Control Systems (FRCS). Perform ACAS scans on systems and network devices to ensure all Information Assurance Vulnerability Alerts (IAVAs) and similar documents, Computer Task Orders (CTOs), and other security related tasking is applied as required by current Government directives. Ensure systems and network documentation is updated as required to reflect any upgrades.

Provide protection requirements against intruders, vandals, accidents, and environmental dangers (i.e., fire, water, etc.).

Implement Configuration Management (CM) control policies and practices for authorizing the use of software and hardware. Monitor changes to system software, hardware, etc., to ensure security is not adversely impacted.

Conduct System Security evaluations, audits, and reviews.

### **IV. GOVERNMENT FURNISHED ITEMS AND SERVICES**

#### **A. Essential Personnel**

The Contractor may be responsible to support the Government owned IT operations within the Marianas Region's AOR in the event of a natural disaster (E.g., typhoon, earthquake, and tsunami) or other contingencies. The government may designate contract supplied resource personnel as emergency essential and shall provide appropriate base access and any required building security badges and access required for normal business hours and any required after-hours overtime.

#### **B. Contractor Training**

The Contractor is responsible for providing training to ensure personnel possess the qualifications and certifications required by the terms of this SOW. Normally, contractor personnel would be expected to possess the qualifications and required minimum IT certifications upon entry to employment under the terms of the SOW. The cost of labor, tuition, and any associated travel connected with training to meet minimum qualifications or minimum IT certifications under this SOW shall not be directly chargeable to the Government.

The Government may either provide additional training at its discretion or may request the Contractor to arrange such training when the needs of the work effort require a change in required skills. Where the Contractor is requested by the Government to arrange additional training, the Government shall reimburse the Contractor for the cost of such training as an Other Direct Cost (ODC) to include tuition, labor, travel and per diem.

### **V. CONTRACTOR FURNISHED ITEMS AND SERVICES**

#### **A. Personnel Qualifications**

Contractor personnel assigned to this task shall have the expertise, experience, and characteristics to perform the work described in this SOW and as amplified in the following paragraphs:

Contractor personnel will obtain and maintain certifications as required by DOD 8570.1-M or current edition for the level of network access required for their individual positions and assigned specialty code. The specialty code for each personnel will be assigned by his/her supervisor in collaboration with the Cyber IT/Cybersecurity Workforce Program Manager in accordance with DoD Directive 8140.01, SECNAV Instruction 5239.20A, SECNAV M-5239.2 and other current DoD and DoN instructions.

**B. Driver's License**

Contractor personnel assigned to this task shall possess a valid Guam driver's license. This requirement is to ensure assigned personnel can legally operate a Government furnished motor vehicle in the normal performance of their IT support duties.

**VI. OTHER INFORMATION**

**A. Hours of Work**

Normal duty hours for contractor personnel will be from 0730 to 1630, Monday through Friday. On-call support for emergencies will be provided as required and will be addressed on a case-by-case basis between the Task Leader and the Client Representative. Overtime may be required when the work requirements dictate and the Government decides to implement overtime as a method to reduce work backlog. Contractor personnel will observe the U.S. Federal holiday schedule. Specific hours of work per site will be agreed upon at startup of each Delivery Order.

**B. Place of Performance**

The place of performance shall be dependent upon the Supported Command. Work at other locations within Government owned facilities on Guam may be designated, either as temporary or permanently. Work locations will extend to all locations where the systems or network under observation or repair extends.

**C. Security**

The nature of this task order requires access to controlled unclassified information (CUI).

**D. Travel**

Work will normally be performed at Government owned facilities on Guam. Contract personnel will be required to perform local travel to perform field support within Government owned facilities on Guam.

**E. Letter of Authorization**

If authorized by the contracting officer, the contracting officer's representative may approve SPOT-generated LOA. Contractor travel orders will be prepared by the supporting installation.

The LOA will state the intended length of assignment in the theater of operations and will identify planned use of Government facilities and privileges in the theater of operations, as authorized by the contract. Authorizations may include such privileges as access to the exchange facilities and the commissary, and the use of Government messing and billeting. The LOA must include the name of the approving Government official.

**VII. PERSONNEL QUALIFICATIONS**

**A. Information Systems Security Officer**

**Position Description, Job Requirements, and Qualifications:**

The contractor shall provide Information Technology (IT) support services, ensuring the confidentiality, integrity, and availability of systems, networks, and data through the planning, analysis, development, implementation, documentation, maintenance, and enhancement of information systems security programs, policies, procedures, and tools.

In addition, contractor personnel will conduct cybersecurity assessments, analytical, technical, and administrative work of an information security nature as directed by the Supported Command's Information Systems Security Manager (ISSM).

**Job Requirements:**

1. Maintain adequate security for all IT products and materials assigned under the respective Supported Command within the Marianas Region's AOR. Report any observed discrepancies and make recommendations for security improvements where required.
2. Perform degaussing and punching of computer hard drives, external hard drives, and other electronic storage media. Maintain documentation of degaussed equipment for future audit purposes and for Defense Reutilization Management Office (DRMO) submission.
3. Incumbent may be required to lift or carry equipment and materials that may weigh up to 50 pounds for short distances.
4. Work under the Supported Command's Information Systems Security Manager (ISSM), with Information Systems Security Officers (ISSOs), and other staff in the completion of cybersecurity



assessments and analysis and maintenance of various security related documents such as the Assess and Authorization packages (previously Certification and Accreditation).

5. Perform ACAS scans on all systems and network devices to ensure all Information Assurance Vulnerability Alerts (IAVAs) and similar documents, Computer Task Orders (CTOs), and other security related tasking is applied as required by current Government directives. Ensure systems and network documentation is updated as required to reflect any upgrades.

6. Implement Configuration Management (CM) control policies and practices for authorizing the use of software and hardware. Monitor changes to system software, hardware, etc., to ensure security is not adversely impacted.

7. Conduct System Security evaluations, audits, and reviews.

**Qualifications:**

Minimum Baseline Certifications: CompTIA Security+

Minimum Operating System Training: Microsoft Windows 7 or 10

**B. Junior Systems Security Engineer**

**Position Description, Job Requirements, and Deliverables**

Security Compliance and Risk Mitigation Support

The contractor shall provide a Junior Systems Security Engineer to provide 2000 hours of Information Systems Security Manager (ISSM)/Information Systems Security Officer (ISSO) support. Support Risk Management Framework (RMF) steps 1-4 assessment and implementation based on the collection, analysis, and reporting of data in accordance with the appropriate security technology and Government policy methods. Conduct and analyze assessments to determine the overall security posture of systems and programs, networks and infrastructures, and provide mitigation recommendations to implement an overall risk-based decision to effectively implement security controls and countermeasures throughout IT engineering lifecycles.

Security compliance and risk mitigation support may include the following:

- a. Security Policies
- b. Management Support
- c. Security Integration into the Systems/Software Development Life Cycle (SDLC)
- d. Security Personnel
- e. Security Infrastructure and Tools
- f. Threat and Vulnerability Management
- g. Configuration Management
- h. Access Control
- i. Audits and Assessments
- j. Business Continuity
- k. Incident Handling
- l. Training and Awareness

Provide support for facility control systems cybersecurity assessment and analysis, generating scorecards, inventories, develop POA&Ms, and other artifacts as required by the ISSM/ISSO or authorized representative. Perform ACAS, STIG and SRG compliance, and other scans on systems when authorized and directed to. Develop and maintain logs tracking facility systems status, POA&M execution, POCs, and other pertinent information related to securing the systems tracked. Provide support services for enclaves and systems to achieve an Authorization to Operate (ATO) and an Authorization to Connect (ATC) and maintain an appropriate IA posture. The contractor must have experience in utilizing Mission Assurance Support Service (eMASS), VRAM, or similar systems repositories for IA purposes. The contractor must also have experience in assessing and mitigating technical security and operational risks specific to industrial control system enclaves and technologies.

- Providing maintenance of a system's cybersecurity solutions
- Identifying system type (IS, PIT, IT product, IT service) and any special considerations including multi-service/agency, joint, cross domain, Privacy Impact Information (PII), Protected Health Information (PHI), tactical, space, etc., to support RMF Step 1 System categorization
- Identifying mission criticality
- Identifying the security control baseline set and any applicable overlays and tailoring

- Assisting with development, maintenance, and tracking of the Security Plan
- Assisting with the security control implementation and testing efforts
- Assessing with initiating the Risk Assessment Report (RAR)
- Assisting with any security testing required as part of A&A or annual reviews
- Assisting in the mitigation and closure of open vulnerabilities under the system's change control process
- Conducting cybersecurity testing to assess security controls; recording security control compliance status during the continuous monitoring phase of the lifecycle

## VIII. DELIVERABLES

CDRL A003 Cybersecurity Workforce (CSWF) Report

CDRL A004 Task Order Status Report

CDRL A005 Task Order Closeout Report

CDRL A006 Invoice Support Documentation

<u>Deliverable</u>	<u>Frequency</u>	<u>Medium/Format/ # of Copies</u>	<u>Submit To</u>
Kick Off Meeting	Within 20 days of award	1	Consult with TM, COR, and CO to schedule
Weekly Status Report	By Monday of every week	via email	TM, COR CIO4-NFM@fe.navy.mil
Facility Cyber Hygiene, Cybersecurity Assessments & Analysis, Inventories, Baseline, and scans	As required	via email	TM, COR CIO4-NFM@fe.navy.mil
Inventory Database Updates	As Required	Online	Online

## IX. PERFORMANCE REQUIREMENTS SUMMARY

Item	Performance Objective	Acceptable Quality Level (AQL)	Method of Surveillance	Incentive/Disincentive	Sample Size (optional)	Frequency (optional)

<i>Cyber Hygiene</i>	<i>Within 2 business days of completion</i>	<i>100% Complete</i>	<i>100% Inspection</i>	<i>Incentive = option period considered if funding available and need exists</i> <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>
<i>Cyber Security Assessment Checklists</i>	<i>Within 2 business days of completion</i>	<i>100% Complete</i>	<i>100% Inspection</i>	<i>Incentive = option period considered if funding available and need exists</i> <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>
<i>Facility Related Control System HW/SW Inventory</i>	<i>Within 2 business days of completion</i>	<i>99% Accuracy</i>	<i>Random sampling</i>	<i>Incentive = option period considered if funding available and need exists</i> <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>
<i>Facility Related Control System Baseline</i>	<i>Within 2 business days of completion</i>	<i>100% Complete</i>	<i>Random sampling</i>	<i>Incentive = option period considered if funding available and need exists</i> <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>

<i>Facility Cybersecurity Assessment Completed</i>	<i># of Buildings completed</i>	<i>% of building completed</i>	<i>Random Sampling</i>	<i>Incentive = option period considered if funding available and need exists</i>  <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>N/A</i>	<i>Quarterly</i>
<i>Inventory Database Update</i>	<i>Accuracy</i>	<i>99% Accuracy</i>	<i>Random Sampling</i>	<i>Incentive = option period considered if funding available and need exists</i>  <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>N/A</i>	<i>Quarterly</i>
<i>Facility Related Control System Nessus and SCC scans</i>	<i>Within 2 business days of completion</i>	<i>100%</i>	<i>100% inspection</i>	<i>Incentive = option period considered if funding available and need exists</i>  <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>

Types of Surveillance to select from:

Random Sampling: Appropriate for frequently recurring tasks. Evaluate randomly selected samples of the lot to determine the acceptability of the entire lot.

100 % Inspection: Appropriate for tasks that occur infrequently. Inspect and evaluate performance each time task is performed

Periodic Surveillance: Evaluation of samples selected on other than 100% or statistically random basis. (i.e. monthly, quarterly, semi-annually, etc.)

**STATEMENT OF WORK (SOW)**  
**NAVAL FACILITIES ENGINEERING COMMAND (NAVFAC) MARIANAS**  
**INFORMATION TECHNOLOGY SUPPORT SERVICES**

**I. GENERAL**

**A. Organization to be supported:**

Commanding Officer  
 Naval Facilities Engineering Command Marianas  
 PSC 455, Box 195  
 FPO AP 96540-2937

**B. Scope**

The scope of this requisition is to provide Information Technology (IT) support services to the Naval Facilities Engineering Command (NAVFAC) Marianas Command Information Office (CIO), for ensuring the confidentiality, integrity, and availability of systems, networks, and data through the planning, assessment, analysis, development, implementation, documentation, maintenance, and enhancement of information systems security programs, policies, procedures, and tools.

The Contractor shall be responsible for complying with all applicable Federal Acquisition Regulations (FAR) and the Defense Federal Acquisition Regulation Supplement (DFARS).

Personnel working under the provisions of this contract are considered "Emergency Essential" and/or "Mission Essential". During emergency conditions or expanded mission conditions personnel under this contract will have unfettered access to all military installations and facilities to perform required maintenance actions.

**C. Contractor Personnel Security Requirements**

1. All personnel performing on this contract will be U.S. citizens. Contractor personnel working on the Federally-controlled facility are required to have, at a minimum, an initiated National Agency check with Law and Credit (NACLC=T3) or NACLC equivalent and favorable completion of a Federal Bureau of Investigation (FBI) fingerprint check.
2. In accordance with Department of Defense (DoD) Regulation 5200.2-R, Personnel Security Programs, all DoD Contractor personnel who have access to Federally-controlled information systems must be assigned to positions which are designated at one of three information technology (IT) levels, each requiring a certain level of investigation and clearance, as follows:
  - a. Critical Sensitive=IT-I for an IT position requiring a single scope background investigation (SSBI=T5) or SSBI equivalent. This designation encompasses privileged user accounts for networks and systems encompassed under this PWS, often referred to as "administrator" or "sys admin" accounts;
  - b. Non-Critical Sensitive =IT-II for an IT position requiring a National Agency check with Law and Credit (NACLC=T3) or NACLC equivalent; and
  - c. Non Sensitive=IT-III for an IT position requiring a T1 or equivalent.

**Note:** ALNAV 005/16 implemented the tiered investigation system renaming NACI to T1, NACLC to T3, and SSBI to T5.

3. Previously completed security investigations may be accepted by the Government in lieu of new investigations if determined by the Supported Command's Personnel Security Office to be essentially equivalent in scope to the contract requirements. The length of time elapsed since the previous investigation will also be considered in determining whether a new investigation is warranted, as outlined in SECNAV M-5510.30, Exhibit 5A. To assist the Government in making this determination, the Contractor must provide the following information to the respective Personnel Security Office immediately upon receipt of the contract. This information must be provided for each Contractor employee who will perform work on a Federally-controlled facility and/or will require access to Federally-controlled information systems:
  - a. Full name, with middle name, as applicable, with social security number;
  - b. Citizenship status with date and place of birth;
  - c. Proof of the individual's favorably adjudicated background investigation for Non-Critical Sensitive position, NACLC/T3 or NACLC equivalent, consisting of identification of the type of investigation performed, date of the favorable adjudication, name of the agency that made the favorable adjudication, and name of the agency that performed the investigation;
  - d. Company name, address, phone and fax numbers with email address;
  - e. Location of on-site workstation or phone number if off-site (if known by the time of award); and
  - f. Delivery order or contract number and expiration date; and name of the Contracting Officer.
4. The Contracting Officer will ensure that the Contractor is notified as soon as a determination is made by the assigned or cognizant Supported Command's Personnel Security Office regarding acceptance of the previous investigation and clearance level.
  - a. If a new investigation is deemed necessary, the Contractor and Contracting Officer will be notified by the Supported Command's Personnel Security Office after appropriate checks in DoD databases have been made.
  - b. If the Contractor employee requires access to classified information and currently does not have the appropriate clearance level and/or an active security clearance, the Personnel Security Office will relay this information to the Contractor and Contracting Officer for further action. Investigations for Contractor employees requiring access to classified information must be initiated by the Contractor Facility Security Officer (FSO).
  - c. It is the Contractor's responsibility to ensure that adequate information is provided and that each Contractor employee completes the appropriate paperwork, as required either by the Contracting Officer or the Personnel Security Office, in order to begin the investigation process for the required clearance level.
5. The Contractor is responsible for ensuring that each Contractor employee assigned to the position has the appropriate security clearance level.
6. The Contractor shall submit each request for IT access and investigation through the Contracting Officer to the assigned or cognizant Supported Command's Personnel Security Office. Requests shall include the following information and/or documentation:
  - a. Standard Form (SF) 85, Questionnaire for Non-Sensitive Positions, or the SF86, Questionnaire for National Security Positions (see note below);
  - b. Proof of citizenship (i.e., an original or a certified copy of a birth certificate, passport, or naturalization certificate); and
  - c. Form FD-258, Fingerprint Card

**Note:** to (12.2.6) (a) above: An investigation request is facilitated through use of the SF 85 or the SF 86. These forms with instructions as well as the Optional Form (OF) 306, Declaration for Federal Employment, which is required with submission of the SF85 or SF 86, are available at the Office of Personnel Management's (OPM) system called Electronic – Questionnaires for Investigations Processing (e-QIP). Hard copies of the SF85 and SF86 are available at OPM's web-site, <http://www.opm.gov>, but hard copies of the forms are not accepted.)

7. Required documentation, listed above in paragraphs (6) (a) through (c), must be provided by the Contractor as directed by the Contracting Officer to the cognizant Supported Command's Personnel Security Office at the time of fingerprinting or prior to the Personnel Security Office releasing the investigation to OPM.
8. Upon completion of the T3, or other sufficient, appropriate investigation, the results of the investigation will be forwarded by OPM to the appropriate adjudication facility for eligibility determination or the Supported Command's Personnel Security Office for review and determination regarding the applicant's suitability to occupy an unescorted entry position in performance of the contract. Contractor personnel shall not commence work on this effort until the investigation has been favorably adjudicated or the Contractor employee has been waived into the position pending completion of adjudication. The Personnel Security Office will ensure that results of investigations will be sent by OPM to the Department of Defense, Consolidated Adjudications Facility (DoD CAF) or Personnel Security Office.
9. A waiver for IT level positions to allow assignment of an individual Contractor employee to commence work prior to completion of the investigation may be granted in emergency situations when it is determined that a delay would be harmful to national security. A request for waiver will be considered only after the Government is in receipt of the individual Contractor employee's completed forms, the background investigation has been initiated and favorable FBI fingerprint check has been conducted. The request for a waiver must be approved at the Flag/SES level. The cognizant Personnel Security Office reserves the right to determine whether a waiver request will be forwarded for processing. The individual Contractor employee for which the waiver is being requested may not be assigned to a position or physically work at the Federally-controlled facility and/or be granted access to Federally-controlled information systems, until the waiver has been approved.
10. The requirements of this clause apply to the prime Contractor and any subcontractors the prime Contractor may employ during the course of this contract, as well as any temporary employees that may be hired by the Contractor. The Government retains the right to request removal of Contractor personnel, regardless of prior clearance or adjudication status whose actions, while assigned to this contract, are determined by the Contracting Officer to conflict with the interests of the Government. If such removal occurs, the Contractor shall assign qualified personnel, with the required investigation, to any vacancy.
11. All Contractor personnel who are granted access to Government and/or Federally-controlled information systems shall observe all local automated information system (AIS) security policies and procedures. Violations of local AIS security policy, such as password sharing, performing personal work, file access violations, or browsing files outside the scope of the contract, will result in removal of the Contractor employee from Government property and referral to the Contractor for appropriate disciplinary action. Actions taken by the Contractor in response to a violation will be evaluated and will be reflected in the Contractor's

performance assessment for use in making future source selection decisions. In addition, based on the nature and extent of any violations of AIS security policy, the Government will consider whether it needs to pursue any other actions under the contract such as a possible termination.

- a. The Contractor may also be required to obtain a Common Access Card (CAC) or Installation Access Badge for each Contractor employee in accordance with procedures established by the Supported Command. When a CAC is required, the Contracting Officer will ensure that the Contractor follows the requirements of Homeland Security Presidential Directive 12 and any other CAC-related requirements in the contract. The Contractor shall provide, on a monthly basis, a listing of all personnel working under the contract that have CACs.
12. Contractor personnel must additionally receive operations security (OPSEC) and information security (INFOSEC) awareness training. The Supported Command's annual OPSEC refresher training and annual INFOSEC training will satisfy these requirements and are available through the Supported Command's Security Office.
13. When a contractor employee who has been granted a clearance is removed from the contract, the Contractor shall provide an appropriately trained substitute who has met or will meet the investigative requirements of this clause. The substitute may not begin work on the contract without written documentation, signed by the Contracting Officer, stating that the new Contractor employee has met one of the criteria set forth in paragraphs (c), (d), or (i) of this clause, (i.e., acceptance of a previously completed security investigation, satisfactory completion of a new investigation, or a waiver allowing work to begin pending completion of an investigation). Contractor individual employees removed from this contract as a result of a violation of local AIS security policy are removed for the duration of the contract.
14. The following shall be completed for every employee of the Government Contractor working on this contract upon contract expiration. Additionally, the Contractor shall notify the contracting officer immediately in writing whenever a Contractor employee working on this contract resigns, is reassigned, is terminated or no longer requires admittance to the Federally-controlled facility or access to Federally-controlled information systems. When the Contractor employee departs, the Contractor will relay departure information to the cognizant Supported Command's Personnel Security Office and the Trusted Agent (TA) that entered the individual into the Trusted Associated Sponsorship System (TASS), so appropriate databases can be updated. The Contractor will ensure each departed employee has completed the Supported Command's Out-Processing Checklist, when applicable, for the necessary security briefing, has returned any Government-furnished equipment, returned the DoD CAC and any location-specific badge, returned any DoD or DON vehicle decal, and requested deletion of local area network account with a prepared Department of Defense (DD) Form 2875. The Contractor will be responsible for any costs involved for failure to complete the out-processing, including recovery of Government property and investigation involved.
15. These Contractor security requirements do not excuse the Contractor from meeting the delivery schedule/performance requirements set forth in the contract, or waive the delivery schedule/performance requirements in any way. The Contractor shall meet the required delivery schedule/performance requirements unless the contracting officer grants a waiver or extension.



16. The Contractor shall not bill for personnel, who are not working on the contract while that Contractor employee's clearance investigation is pending.

**Note:** Supported Commands within the Marianas Region's Area of Responsibility (AOR) will prepare and submit a DD Form 254. Contractor personnel shall be required to wear a Contractor identification badge and a government supplied badge and/or common access card (CAC) at all times while on government property. Contractor personnel shall complete all required annual Government training regarding Information Assurance and both physical and network security.

## **II. PROJECT BACKGROUND AND OBJECTIVE**

### **A. Background**

The Naval Facilities Engineering Command (NAVFAC) CIO, Joint Region Marianas (JRM) CIO (J6), and Naval Computer and Telecommunications Station (NCTS), located on Guam, are responsible for providing all Information Technology (IT) services encompassing all elements of its Supported Command to include subordinate elements within the Marianas Region's Area of Responsibility (AOR). With the advent of Joint Basing in Oct. 1, 2009, the responsibilities of these Supported Command's IT offices were expanded to include CIO related Base Operating Systems (BOS) located at Andersen Air Force Base, and the addition of US Marine Corps and US Army elements. To cover these additional requirements, this contract is expected to obtain the necessary IT support for the Supported Command's as they develop over time within the Marianas Region's AOR.

### **B. Objective**

The overall objective of this SOW is to obtain Information Technology (IT) services to support Government owned networks and systems within the Marianas Region's AOR and provide them with Cybersecurity support as needed. The Contractor will be expected to work in an integrated IT support environment that includes Government Military technicians and Government Civil Service technicians and specialists. This integrated environment is not meant to subvert the Contractor-Government relationship, but will require a great deal of communication via verbal and logbook entries to ensure all support personnel are fully informed of the current status of the applicable systems, networks, and devices. All changes to the network or systems in any form will be adequately documented by all IT support personnel regardless of the nature of their employment.

## **III. TECHNICAL REQUIREMENTS**

### **A. Security Compliance and Risk Mitigation Support**

Provide support for facility control systems cybersecurity assessment and analysis, generating scorecards, inventories, develop POA&Ms, and other artifacts as required by the ISSM/ISSO or authorized representative. Perform ACAS, STIG and SRG compliance, and other scans on systems when authorized and directed to. Develop and maintain logs tracking facility systems status, POA&M execution, POCs, and other pertinent information related to securing the systems tracked. Provide support services for enclaves and systems to achieve an Authorization to Operate (ATO) and an Authorization to Connect (ATC) and maintain an appropriate IA posture. The contractor must have experience in utilizing Mission Assurance Support Service (eMASS), VRAM, or similar systems repositories for IA purposes. The contractor must also have

experience in assessing and mitigating technical security and operational risks specific to industrial control system enclaves and technologies.

- Providing maintenance of a system's cybersecurity solutions
- Identifying system type (IS, PIT, IT product, IT service) and any special considerations including multi-service/agency, joint, cross domain, Privacy Impact Information (PII), Protected Health Information (PHI), tactical, space, etc., to support RMF Step 1 System categorization
- Identifying mission criticality
- Identifying the security control baseline set and any applicable overlays and tailoring
- Assisting with development, maintenance, and tracking of the Security Plan
- Assisting with the security control implementation and testing efforts
- Assessing with initiating the Risk Assessment Report (RAR)
- Assisting with any security testing required as part of A&A or annual reviews
- Assisting in the mitigation and closure of open vulnerabilities under the system's change control process
- Conducting cybersecurity testing to assess security controls; recording security control compliance status during the continuous monitoring phase of the lifecycle

#### **B. Support for the Cybersecurity Program**

Work under the NAVFAC Marianas Command's Information Systems Security Manager (ISSM), with Information Systems Security Officers (ISSOs), and other staff within the Marianas Region's AOR in the performance of cybersecurity assessments and analysis for Facility Related Control Systems (FRCS). Perform ACAS scans on systems and network devices to ensure all Information Assurance Vulnerability Alerts (IAVAs) and similar documents, Computer Task Orders (CTOs), and other security related tasking is applied as required by current Government directives. Ensure systems and network documentation is updated as required to reflect any upgrades.

Provide protection requirements against intruders, vandals, accidents, and environmental dangers (i.e., fire, water, etc.).

Implement Configuration Management (CM) control policies and practices for authorizing the use of software and hardware. Monitor changes to system software, hardware, etc., to ensure security is not adversely impacted.

Conduct System Security evaluations, audits, and reviews.

### **IV. GOVERNMENT FURNISHED ITEMS AND SERVICES**

#### **A. Essential Personnel**

The Contractor may be responsible to support the Government owned IT operations within the Marianas Region's AOR in the event of a natural disaster (E.g., typhoon, earthquake, and tsunami) or other contingencies. The government may designate contract supplied resource personnel as emergency essential and shall provide appropriate base access and any required building security badges and access required for normal business hours and any required after-hours overtime.

#### **B. Contractor Training**

The Contractor is responsible for providing training to ensure personnel possess the qualifications and certifications required by the terms of this SOW. Normally, contractor personnel would be expected to possess the qualifications and required minimum IT certifications upon entry to employment under the terms of the SOW. The cost of labor, tuition, and any associated travel connected with training to meet minimum qualifications or minimum IT certifications under this SOW shall not be directly chargeable to the Government.

The Government may either provide additional training at its discretion or may request the Contractor to arrange such training when the needs of the work effort require a change in required skills. Where the Contractor is requested by the Government to arrange additional training, the Government shall reimburse the Contractor for the cost of such training as an Other Direct Cost (ODC) to include tuition, labor, travel and per diem.

## **V. CONTRACTOR FURNISHED ITEMS AND SERVICES**

### **A. Personnel Qualifications**

Contractor personnel assigned to this task shall have the expertise, experience, and characteristics to perform the work described in this SOW and as amplified in the following paragraphs:

Contractor personnel will obtain and maintain certifications as required by DOD 8570.1-M or current edition for the level of network access required for their individual positions and assigned specialty code. The specialty code for each personnel will be assigned by his/her supervisor in collaboration with the Cyber IT/Cybersecurity Workforce Program Manager in accordance with DoD Directive 8140.01, SECNAV Instruction 5239.20A, SECNAV M-5239.2 and other current DoD and DoN instructions.

### **B. Driver's License**

Contractor personnel assigned to this task shall possess a valid Guam driver's license. This requirement is to ensure assigned personnel can legally operate a Government furnished motor vehicle in the normal performance of their IT support duties.

## **VI. OTHER INFORMATION**

### **A. Hours of Work**

Normal duty hours for contractor personnel will be from 0730 to 1630, Monday through Friday. On-call support for emergencies will be provided as required and will be addressed on a case-by-case basis between the Task Leader and the Client Representative. Overtime may be required when the work requirements dictate and the Government decides to implement overtime as a method to reduce work backlog. Contractor personnel will observe the U.S. Federal holiday schedule. Specific hours of work per site will be agreed upon at startup of each Delivery Order.

### **B. Place of Performance**

The place of performance shall be dependent upon the Supported Command. Work at other locations within Government owned facilities on Guam may be designated, either as temporary or permanently. Work locations will extend to all locations where the systems or network under observation or repair extends.

### **C. Security**

The nature of this task order requires access to controlled unclassified information (CUI).

#### **D. Travel**

Work will normally be performed at Government owned facilities on Guam. Contract personnel will be required to perform local travel to perform field support within Government owned facilities on Guam.

#### **E. Letter of Authorization**

If authorized by the contracting officer, the contracting officer's representative may approve SPOT-generated LOA. Contractor travel orders will be prepared by the supporting installation.

The LOA will state the intended length of assignment in the theater of operations and will identify planned use of Government facilities and privileges in the theater of operations, as authorized by the contract. Authorizations may include such privileges as access to the exchange facilities and the commissary, and the use of Government messing and billeting. The LOA must include the name of the approving Government official.

### **VII. PERSONNEL QUALIFICATIONS**

#### **A. Information Systems Security Officer**

##### **Position Description, Job Requirements, and Qualifications:**

The contractor shall provide Information Technology (IT) support services, ensuring the confidentiality, integrity, and availability of systems, networks, and data through the planning, analysis, development, implementation, documentation, maintenance, and enhancement of information systems security programs, policies, procedures, and tools.

In addition, contractor personnel will conduct cybersecurity assessments, analytical, technical, and administrative work of an information security nature as directed by the Supported Command's Information Systems Security Manager (ISSM).

##### **Job Requirements:**

1. Maintain adequate security for all IT products and materials assigned under the respective Supported Command within the Marianas Region's AOR. Report any observed discrepancies and make recommendations for security improvements where required.
2. Perform degaussing and punching of computer hard drives, external hard drives, and other electronic storage media. Maintain documentation of degaussed equipment for future audit purposes and for Defense Reutilization Management Office (DRMO) submission.
3. Incumbent may be required to lift or carry equipment and materials that may weigh up to 50 pounds for short distances.
4. Work under the Supported Command's Information Systems Security Manager (ISSM), with Information Systems Security Officers (ISSOs), and other staff in the completion of cybersecurity assessments and analysis and maintenance of various security related documents such as the Assess and Authorization packages (previously Certification and Accreditation).
5. Perform ACAS scans on all systems and network devices to ensure all Information Assurance Vulnerability Alerts (IAVAs) and similar documents, Computer Task Orders (CTOs), and other

security related tasking is applied as required by current Government directives. Ensure systems and network documentation is updated as required to reflect any upgrades.

6. Implement Configuration Management (CM) control policies and practices for authorizing the use of software and hardware. Monitor changes to system software, hardware, etc., to ensure security is not adversely impacted.

7. Conduct System Security evaluations, audits, and reviews.

**Qualifications:**

Minimum Baseline Certifications: CompTIA Security+

Minimum Operating System Training: Microsoft Windows 7 or 10

**B. Junior Systems Security Engineer**

**Position Description, Job Requirements, and Deliverables**

Security Compliance and Risk Mitigation Support

The contractor shall provide a Junior Systems Security Engineer to provide 2000 hours of Information Systems Security Manager (ISSM)/Information Systems Security Officer (ISSO) support. Support Risk Management Framework (RMF) steps 1-4 assessment and implementation based on the collection, analysis, and reporting of data in accordance with the appropriate security technology and Government policy methods. Conduct and analyze assessments to determine the overall security posture of systems and programs, networks and infrastructures, and provide mitigation recommendations to implement an overall risk-based decision to effectively implement security controls and countermeasures throughout IT engineering lifecycles.

Security compliance and risk mitigation support may include the following:

- a. Security Policies
- b. Management Support
- c. Security Integration into the Systems/Software Development Life Cycle (SDLC)
- d. Security Personnel
- e. Security Infrastructure and Tools
- f. Threat and Vulnerability Management
- g. Configuration Management
- h. Access Control
- i. Audits and Assessments
- j. Business Continuity
- k. Incident Handling
- l. Training and Awareness

Provide support for facility control systems cybersecurity assessment and analysis, generating scorecards, inventories, develop POA&Ms, and other artifacts as required by the ISSM/ISSO or authorized representative. Perform ACAS, STIG and SRG compliance, and other scans on systems when authorized and directed to. Develop and maintain logs tracking facility systems status, POA&M execution, POCs, and other pertinent information related to securing the systems tracked. Provide support services for enclaves and systems to achieve an Authorization to Operate (ATO) and an Authorization to Connect (ATC) and maintain an appropriate IA posture. The contractor must have experience in utilizing Mission Assurance Support Service (eMASS), VRAM, or similar systems repositories for IA purposes. The contractor must also have experience in assessing and

mitigating technical security and operational risks specific to industrial control system enclaves and technologies.

- Providing maintenance of a system's cybersecurity solutions
- Identifying system type (IS, PIT, IT product, IT service) and any special considerations including multi-service/agency, joint, cross domain, Privacy Impact Information (PII), Protected Health Information (PHI), tactical, space, etc., to support RMF Step 1 System categorization
- Identifying mission criticality
- Identifying the security control baseline set and any applicable overlays and tailoring
- Assisting with development, maintenance, and tracking of the Security Plan
- Assisting with the security control implementation and testing efforts
- Assessing with initiating the Risk Assessment Report (RAR)
- Assisting with any security testing required as part of A&A or annual reviews
- Assisting in the mitigation and closure of open vulnerabilities under the system's change control process
- Conducting cybersecurity testing to assess security controls; recording security control compliance status during the continuous monitoring phase of the lifecycle

#### VIII. DELIVERABLES

CDRL A003 Cybersecurity Workforce (CSWF) Report

CDRL A004 Task Order Status Report

CDRL A005 Task Order Closeout Report

CDRL A006 Invoice Support Documentation

<u>Deliverable</u>	<u>Frequency</u>	<u>Medium/Format/ # of Copies</u>	<u>Submit To</u>
Kick Off Meeting	Within 20 days of award	1	Consult with TM, COR, and CO to schedule
Weekly Status Report	By Monday of every week	via email	TM, COR CIO4-NFM@fe.navy.mil
Facility Cyber Hygiene, Cybersecurity Assessments & Analysis, Inventories, Baseline, and scans	As required	via email	TM, COR CIO4-NFM@fe.navy.mil
Inventory Database Updates	As Required	Online	Online

## IX. PERFORMANCE REQUIREMENTS SUMMARY

Item	Performance Objective	Acceptable Quality Level (AQL)	Method of Surveillance	Incentive/Disincentive	Sample Size (optional)	Frequency (optional)
<i>Cyber Hygiene</i>	<i>Within 2 business days of completion</i>	<i>100% Complete</i>	<i>100% Inspection</i>	<i>Incentive = option period considered if funding available and need exists Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>
<i>Cyber Security Assessment Checklists</i>	<i>Within 2 business days of completion</i>	<i>100% Complete</i>	<i>100% Inspection</i>	<i>Incentive = option period considered if funding available and need exists Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>
<i>Facility Related Control System HW/SW Inventory</i>	<i>Within 2 business days of completion</i>	<i>99% Accuracy</i>	<i>Random sampling</i>	<i>Incentive = option period considered if funding available and need exists Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>
<i>Facility Related Control System Baseline</i>	<i>Within 2 business days of completion</i>	<i>100% Complete</i>	<i>Random sampling</i>	<i>Incentive = option period considered if funding available and need exists Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>

<i>Facility Cybersecurity Assessment Completed</i>	<i># of Buildings completed</i>	<i>% of building completed</i>	<i>Random Sampling</i>	<i>Incentive = option period considered if funding available and need exists</i>  <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>N/A</i>	<i>Quarterly</i>
<i>Inventory Database Update</i>	<i>Accuracy</i>	<i>99% Accuracy</i>	<i>Random Sampling</i>	<i>Incentive = option period considered if funding available and need exists</i>  <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>N/A</i>	<i>Quarterly</i>
<i>Facility Related Control System Nessus and SCC. scans</i>	<i>Within 2 business days of completion</i>	<i>100%</i>	<i>100% inspection</i>	<i>Incentive = option period considered if funding available and need exists</i>  <i>Disincentive = Corrective action plan submitted to TM and COR for review</i>	<i>100%</i>	<i>Weekly</i>

Types of Surveillance to select from:

Random Sampling: Appropriate for frequently recurring tasks. Evaluate randomly selected samples of the lot to determine the acceptability of the entire lot.

100 % Inspection: Appropriate for tasks that occur infrequently. Inspect and evaluate performance each time task is performed

Periodic Surveillance: Evaluation of samples selected on other than 100% or statistically random basis. (i.e. monthly, quarterly, semi-annually, etc.)





# GENERAL FUND CUSTOMER USER GUIDE



# Introduction

Naval Facilities Engineering Command Pacific (NAVFACPAC) has established a new payment option using Pay.gov. This is a secure government wide service that offers General Fund customers a secure online method for making payments. This guide was developed to assist customers to effectively use Pay.gov for completing their online payment processes.

**Pay.gov provides many benefits to our customers:**

- ✓ ***Secure Website***
- ✓ ***Offers Flexible Payment Options using your bank account or credit card***
- ✓ ***Convenient Payment Method***
- ✓ ***No Lost Checks***
- ✓ ***Avoids Processing Delays & Mistakes***
- ✓ ***Immediate Confirmation of Payment***

# Table of Contents

<b>Before You Begin .....</b>	<b>4</b>
Pay.gov registration .....	4
Things to Remember.....	4
<b>PAY.gov overview.....</b>	<b>5</b>
NAVFAC Pay.gov websites.....	5
Figure 1.1 Example of Pay.Gov Screen.....	5
Payment Options.....	6
Figure 1.2 Option 1 Example of Payment via ACH.....	6
Figure 1.3 Option 1 Example of Payment via Credit Card.....	7
Receipt of Payment .....	8
<b>General Fund Payment Process .....</b>	<b>9 - 12</b>
<b>Appendix .....</b>	<b>13 - 15</b>

# Before You Begin

NAVFAC General Fund accepts online payments for the following:

- Construction, repair and remodeling contract service
- Engineering / Designing / Planning service
- Lease payments (Agriculture and/or General Purpose)
- Advance Payments (Project and/or Labor or Contract)
- Freedom of Information Act (FOIA)
- Forestry / Timber
- Jury Duty/Interest/Witness fees and Refunds

## **Pay.gov Registration**

Those Non-Appropriated Funds (NAF) and private customers may register at Pay.gov (<https://pay.gov/public/form/start/62322129>) to self-enroll create their own password. Registering in Pay.gov allows you to track your payments or set up recurring payments.

## **Things to remember when using Pay.gov:**

### **INACTIVE USERS:**

"After ninety (90) days of non-use, agency-enrolled user accounts may be subject to deactivation. If an account is deactivated, the user will need to contact their Agency Security Contact and request that the account be reactivated."

### **LOCKED ACCOUNTS:**

"If at any time during the login process a user account becomes locked, the account will remain locked for fifteen (15) minutes. The account will then unlock and the system will allow the user additional attempts to logon with the correct password before re-locking the account. If a user does not know or cannot remember their password, they should reset their password by selecting the "Trouble Logging In?" link on the Pay.gov home page."

# Pay.gov Overview

## Log into NAVFAC Pay.gov websites:

NAVFAC PACIFIC GENERAL FUNDS	https://pay.gov/public/form/start/62322129
---------------------------------	--

Enter customer information, payment options and submit payment online via website.

Figure 1.1 Example of Pay.gov screen:

**NAVFAC PACIFIC Financial Management General Fund**

NAVFAC PACIFIC  
This form is for General Fund

*\*Required Field*

[Billing Information](#)

\* **Company Name:**

\* **Street Address:**

Street Address 2:

\* **City:**

\* **Country:**

\* **State/Province:**

\* **Zip/Postal Code:**

\* **Point of Contact Name:** First:  Last:

\* **POC Phone Number:**  Ext:

POC Email Address:

Do not use this payment method for any bill if you have received a notice from the Debt Management Office.

☐ \* I understand by checking this box: this payment is not intended to pay a delinquent bill.

[Account Information](#)

\* **Payment Choices:**

\* **Program/Contract Specialist Name:** First:  Last:

\* **Type of Payment:**

Invoice/Doc/Contract #:


Delivery Order #:

\* **Payment Amount:**

\* **Notes/Comments:**

Please include work location, Phone #, and Purchase Order #, etc.  
(Maximum 1024 characters)

Please annotate "NAVFAC MARIANAS FOIA REQ. 23-001"



SAVE PDF PREVIEW CONTINUE

Payment Options:

Option 1: Bank Account Debit (ACH) "Automated Clearing House" refers to an electronic debit from a checking or savings account, commonly known as a direct debit. ACH payments submitted by 8:55PM Eastern Time will post to the account as early as the next business day (except for weekends and some holidays).

Figure 1.2 Option1 Pay via Bank Account (ACH) Screen

NAVFAC PACIFIC Financial Management General Fund

Please provide the payment information below. Required fields are marked with an \*.

\* Payment Amount:

\* Payment Date (mm/dd/yyyy)

\* Account Holder Name

\* Please select a payment account:

☐ I want to enter a new account below

☐ I would like to save this payment account to my profile

\* Select Account Type

Joan E. Hancock

75012 Colson Avenue

Louisville, Kentucky 40225

1000

PAY TO THE ORDER OF

Any Bank USA

Anywhere, USA

100440088004 950130529721 1000

routing and transit #

checking account #

check #

The Company

AnyBank, Inc.

100440088004 950130529721 1000

No.02468900

DATE

01-19-94

AMOUNT

\*\*\*\*\*642.00

Pay to the NAME

ORDER OF

Address

State Zip

William B. Hoggsworth

0214664058 00114002090 38728566

check #

routing and transit #

checking account #

\* Routing Number

\* Account Number

\* Confirm Account Number

Contract Number

Payment Choice

Program or Contract Specialist Name

POC Name

Telephone

Email Payment Type

Comments

Option 2: Plastic Card (PC) payments are accepted. Pay.gov supports Visa, MasterCard, American Express, and Discover. Per US Treasury the limit on all plastic cards is \$49,999.99 per card. Credit card payments submitted by midnight Eastern Time will post in your account the next business day.

[Figure 1.3: Pay Via Plastic Card Screen](#)

### NAVFAC PACIFIC Financial Management General Fund

Please provide the payment information below. Required fields are marked with an \*.

\* Payment Amount:

\* Card Holder Name

\* Please select a payment account:

☐

I want to enter a new account below

☐

I would like to save this payment account to my profile

\* Billing Address:

Billing Address 2:

City:

Country

State/Province

ZIP/Postal Code

\* Card Type:



\* Card Number:

\* Expiration Date:

\* Security Code:

[What's this?](#)

Contract Number  
Payment Choice  
Program or Contract Specialist Name  
POC Name  
Telephone  
Email  
Payment Type  
Comments

[Previous](#)

[Return to Form](#)

[Cancel](#)

[Review and Submit Payment](#)

## Receipt of Payment (optional)

Confirmation of payment may be sent to you by email if you wish. This information will be requested and may be entered on the online payment screen before submitting your payment.

### Figure 1.4 Example of Confirmation of Receipt for ACH Payment

#### **Receipt - Your payment is complete**

Pay.gov Tracking ID: 3FOP035Q  
Agency Tracking ID: 120016870719  
Form Name: NAVFAC PACIFIC Financial Management General Fund  
Application Name: NAVFAC PACIFIC Financial Management General Fund

#### Payment Information

Payment Type: Bank account (ACH)  
Payment Amount: \$100.00  
Transaction Date: 06/30/2014 06:41:16 PM EDT  
Payment Date: 07/02/2014  
Contract Number: 1  
Payment Choice: Advances-Project and/or Labor  
Program or Contract Specialist Name: James Test  
POC Name: Theresa Story  
Telephone: 619-532-2675  
Email: [theresa.story1@navy.mil](mailto:theresa.story1@navy.mil)  
Payment Type: Advance Deposit  
Comments: test center SD

#### Account Information

Account Holder Name: Remake Test Cite  
Routing Number: XXXXXXXXX  
Account Number: \*\*\*\*\*XXXX

**Email Confirmation Receipt** - Confirmation Receipts have been emailed to: [theresa.story1@navy.mil](mailto:theresa.story1@navy.mil)

### Figure 1.5 Example of Confirmation of Receipt for Credit/Debit Card Payment

#### **Receipt - Your payment is complete**

Pay.gov Tracking ID: 3FOP035R  
Agency Tracking ID: 120016870720  
Form Name: NAVFAC PACIFIC Financial Management General Fund  
Application Name: NAVFAC PACIFIC Financial Management General Fund

#### Payment Information

Payment Type: Debit or credit card  
Payment Amount: \$10.00  
Transaction Date: 06/30/2014 06:53:37 PM EDT  
Payment Date: 06/30/2014  
Contract Number: 1  
Payment Choice: Agriculture Lease (Navy)  
Program or Contract Specialist Name: Jim Test  
POC Name: Theresa Story  
Telephone: 619-532-2675  
Email: [theresa.story1@navy.mil](mailto:theresa.story1@navy.mil)  
Payment Type: Full  
Comments: test least SD Location

#### Account Information

Card Holder Name: Theresa Story  
Billing Address: 123 Nowhere St  
Billing Address 2:  
City: San Diego  
Country: State/Province: CA ZIP/Postal Code: 92132  
Card Type: Master Card  
Card Number: \*\*\*\*\*XXXX

**Email Confirmation Receipt** - Confirmation Receipts have been emailed to: [theresa.story1@navy.mil](mailto:theresa.story1@navy.mil)




# General Fund Payment Process

NAVFAC PAC GF will accept on line payments for the following payment types: Construction, repair and remodeling contract service; Engineering service; Lease payments (Agriculture and/or General Purpose); Advance Payments (Project and/or Labor); **FOIA**; Forestry/Timber; Jury Duty/Interest/Witness fees and Refunds may be used to render your payment online via Pay.gov.

## **Follow these steps to submit your payment online:**

1. Log into NAVFAC Pay.gov websites (see Pay.gov overview for the websites).
2. Select "Continue to the Form".
3. Enter your information in the "Billing Information" section on the form.
  - a. Company / Commander Name
  - b. Street Address
  - c. City
  - d. County
  - e. State/Province
  - f. Zip/Postal Code
  - g. Point of Contact Name
  - h. POC Phone Number
  - i. POC Email Address
4. You cannot use this payment method if you received a notice from Debt Management Office. You have to "Select" the "I understand box".
5. Enter payment information in the "Account information" section on the form.
6. Payment Choices: (Advances (Projects and/or Labor); Agriculture Lease (Navy); Agriculture Lease (Marine); **FOIA**; Forestry/Timber; General Purpose Lease; Jury Duty; MISC/Refund; Other (Interest/Witness Fees)).
7. Program Analyst / Contract Specialist Name.
8. Select the type of payment – (Full, Partial, or Advance Deposit)-choice should always be Full or Advance Deposit Never partial).
9. **Security Deposit is invalid choice for GF, currently at this time GF cannot accept Security Deposit via Pay.Gov.**

- 
10. Enter the invoice/Doc/Contract number as indicated on the invoice/  
bill or funding document. Enter: NAVFAC C MARIANAS FOIA REQ. 23-001
  11. Delivery Order number (if using a contract number above).
  12. Enter the payment amount *\*\*Credit Cards transactions are limited to \$49,999.99*
  13. Notes/Comments section. Please include work location, Phone number, and Purchase order Number, etc. (maximum 1024 characters).
    - a. Advances (Projects and/or Labor) – Include Purchase Order Number.
    - b. Agriculture Lease (Navy or Marine) – Include Lease Number, Real Property Contract (RPC) Number, Period of Performance.
    - c. Freedom of Information Act(FOIA) – Include statement stating this is a FOIA payment fee for copies of (description).
    - d. Forestry/Timber – Include statement stating this is for firewood or permits.
    - e. Refund – Include contract number and statement that final release of claims, assignments and/or rebates/credits has been accepted.
    - f. Interest – Include statement this payment is for interest and contract number.
  14. Press “Continue” to move to next screen.
  15. The *Online Payment* screen will now appear.
  16. Select Bank Account (ACH) or Debit/Credit Card for payment option.
  17. Press Next.
  18. **If you selected ACH:**
  19. The screen will already show your payment amount entered from the previous screen and the payment date will automatically be entered with the current date.
  20. You will now enter the account holder name and then select if you want to enter a new account and/or save this payment account to your profile.
  21. Next you will have to select your account type (Business Checking, Business Savings, Personal Checking or Personal Savings), enter your routing number, account number and reconfirm your account number.

22. All account information entered from make a payment will transfer to your ACH payment form (Contract Number, Payment Choice, Program or Contract Specialist name, POC Name, Telephone Number, Email, Payment Type and Comments).
23. You can now “Select” – Previous (Return to prior screen); Return to Form (this will take you back to the billing information screen to make corrections); Cancel (this will cancel everything); Review and Submit Payment (this will process your payment)

**24. If you selected Debit and/or Credit Card:**

25. The screen will already show your payment amount entered from the previous screen.
26. You will now enter the card holder name and then select if you want to enter a new account and/or save this payment account to your profile.
27. You can now correct your billing address, city, country, state and zip code information if it did not transfer correctly or is different.
28. Select the card type (Visa, Master Card, American Express or Discover) and enter the card number and expiration date along with the security code from the back of your card.
29. All account information entered from make a payment will transfer to your debit/credit card form (Contract Number, Payment Choice, Program or Contract Specialist name, POC Name, Telephone, Email, Payment Type and Comments).
30. You can now “Select” – Previous (Return to prior screen); Return to Form (this will take you back to the billing information screen to make corrections); Cancel (this will cancel everything); Review and Submit Payment (this will process your payment).

**31. Select Review and Submit Payment**

32. Review your payment information, if all is correct select “I would like to receive an email confirmation of this transaction” if you wish to receive a confirmation of payment by email. Enter email address and confirm your email address. In the “CC” please enter the following email address [NAVFACPAC\\_PayGov@navy.mil](mailto:NAVFACPAC_PayGov@navy.mil) so we will be notified that you submitted a payment via Pay.Gov.

33. Check the “I agree to the authorization and disclosure” box.
34. Click the “Submit Payment” button **once** to continue. If you click the button more than once, multiple payments may be submitted.
35. The payment details are displayed on the ACH/Debit and/or Credit card confirmation screen along with the Pay.gov tracking ID, which is the online payment record number. At this time you can select “Print Receipt” to receive a hard copy if you did not request a receipt to be emailed to you. If you did not request an email receipt you will now need to email [NAVFACPAC\\_PayGov@navy.mil](mailto:NAVFACPAC_PayGov@navy.mil) with your payment information. Please include the payment type, amount paid and pay.gov tracking ID number and the Agency tracking ID number.
36. Click Return to Your Form button to submit another payment or Click Return to Home link to return to the pay.gov home page.

ORDER FOR SUPPLIES OR SERVICES											PAGE 1 OF
1. CONTRACT/PURCH ORDER/AGREEMENT NO.			2. DELIVERY ORDER/CALL NO.			3. DATE OF ORDER/CALL (YYYYMMDD)		4. REQUISITION/PURCH REQUEST NO.		5. PRIORITY	
6. ISSUED BY			CODE		7. ADMINISTERED BY (If other than 6)			CODE		8. DELIVERY FOB	
										DESTINATION	
										OTHER	
										(See Schedule If other)	
9. CONTRACTOR			CODE		FACILITY		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD)		11. X IF BUSINESS IS		
NAME AND ADDRESS									SMALL		
									SMALL DISADVANTAGED		
									WOMEN-OWNED		
							12. DISCOUNT TERMS				
							13. MAIL INVOICES TO THE ADDRESS IN BLOCK				
14. SHIP TO			CODE		15. PAYMENT WILL BE MADE BY			CODE		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. TYPE OF ORDER	DELIVERY/CALL	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.									
	PURCHASE	Reference your _____ furnish the following on terms specified herein.									
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.											
NAME OF CONTRACTOR _____ SIGNATURE _____ TYPED NAME AND TITLE _____ DATE SIGNED (YYYYMMDD) _____											
If this box is marked, supplier must sign Acceptance and return the following number of copies:											
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE											
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES					20. QUANTITY ORDERED/ACCEPTED*	21. UNIT	22. UNIT PRICE		23. AMOUNT	
										0.00	
										0.00	
										0.00	
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.					24. UNITED STATES OF AMERICA					25. TOTAL	
					BY: _____ CONTRACTING/ORDERING OFFICER					26. DIFFERENCES	
27a. QUANTITY IN COLUMN 20 HAS BEEN											
<input type="checkbox"/>	INSPECTED	<input type="checkbox"/>	RECEIVED	<input type="checkbox"/>	ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:						
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					c. DATE (YYYYMMDD)			d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE					28. SHIP. NO.		29. D.O. VOUCHER NO.		30. INITIALS		
					PARTIAL						
f. TELEPHONE NUMBER		g. E-MAIL ADDRESS			31. PAYMENT		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR		
					COMPLETE				34. CHECK NUMBER		
					PARTIAL				35. BILL OF LADING NO.		
					FINAL						
37. RECEIVED AT	38. RECEIVED BY (Print)			39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS	41. S/R ACCOUNT NUMBER		42. S/R VOUCHER NO.		

Adobe Professional 8.0

[illegible]

# DD250 – Material Inspection & Receiving Report

<b>MATERIAL INSPECTION AND RECEIVING REPORT</b>						Form Approved OMB No. 0704-0245		
<p>The public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Service and Communications Directorate (0704-0245). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.</p> <p style="text-align: center;"><b>PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION.</b>  <b>SEND THIS FORM IN ACCORDANCE WITH THE INSTRUCTIONS CONTAINED IN THE DFARS, APPENDIX F-401.</b></p>								
1. PROCUREMENT INSTRUMENT IDENTIFICATION (CONTRACT) NO.			ORDER NO.		8. INVOICE NO./DATE		7. PAGE OF	
2. SHIPMENT NO.			3. DATE SHIPPED		4. B/L  TCN		5. DISCOUNT TERMS	
8. PRIME CONTRACTOR CODE				10. ADMINISTERED BY CODE				
11. SHIPPED FROM (If other than 9) CODE				12. PAYMENT WILL BE MADE BY CODE				
13. SHIPPED TO CODE				14. MARKED FOR CODE				
15. ITEM NO.		16. STOCK/PART NO. DESCRIPTION <small>(Indicate number of shipping containers - type of container - container number.)</small>			17. QUANTITY SHIP/REC'D*		18. UNIT	
<b>21. CONTRACT QUALITY ASSURANCE</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>a. ORIGIN</b>  <input type="checkbox"/> CQA <input type="checkbox"/> ACCEPTANCE of listed items                      has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents.                 </div> <div style="width: 45%;"> <b>b. DESTINATION</b>  <input type="checkbox"/> CQA <input type="checkbox"/> ACCEPTANCE of listed items has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents.                 </div> </div>					<b>22. RECEIVER'S USE</b> Quantities shown in column 17 were received in apparent good condition except as noted.			
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">                         DATE: _____                          TYPED NAME: _____                          TITLE: _____                          MAILING ADDRESS: _____                            COMMERCIAL TELEPHONE NUMBER: _____                     </div> <div style="width: 45%;">                         DATE: _____                          TYPED NAME: _____                          TITLE: _____                          MAILING ADDRESS: _____                            COMMERCIAL TELEPHONE NUMBER: _____                     </div> </div>					DATE RECEIVED: _____ TYPED NAME: _____ TITLE: _____ MAILING ADDRESS: _____  COMMERCIAL TELEPHONE NUMBER: _____			
<b>23. CONTRACTOR USE ONLY</b> <div style="height: 100px;"></div>					<small>* If quantity received by the Government is the same as quantity shipped, indicate by (X) mark; if different, enter actual quantity received below quantity shipped and encircle.</small>			

DD FORM 250, AUG 2000

PREVIOUS EDITION IS OBSOLETE.